DEPARTMENT OF HEALTH SERVICES

14/744 P STREET
CRAMENTO, CA 95814

December 15, 1988

TO: All County Welfare Directors
      All County Administrative Officers

Letter No.: 88-98

SUBJECT: COUNTY CONTACT LISTS

REFERENCE: ALL COUNTY WELFARE DIRECTORS LETTER 87-69

NOTE: This ACWDL is only applicable to County Welfare Department staff and County Administrative officers.

Attached is a copy of the county contact list which was updated with county responses to All County Welfare Directors' Letter 87-69. This list contains updates made until October 21, 1988. This up-to-date copy of the county contact list will be used for MEDS Network mailings (including Change Cycle Letters and Renewal/Reconciliation schedules), Income and Eligibility Verification System (IEVS) mailings, and All County Welfare Directors (ACWD) Letters. Please note that we have added Income and Eligibility Verification System (IEVS) mailings and have deleted the MEDS County Contacts Phone list (now separate).

Also note that the position titles on the list are in a format slightly different than those on the previous county contact list. (ACWDL 87-69). See # 2 below for definitions of new terms.

The following defines the information printed on the mailing address list:

COUNTY CONTACT LIST

The name and address information is displayed on the left hand side of the county contact list; the center column indicates the type of mailings (if any) the individual wishes to receive, the number in parenthesis to the left of the center column (if present) indicates multiple copies sent, and the right hand side of the page includes a phone number and information about the county position(s) held by that person, if applicable.

1.   Mailing Information

The codes in the center column indicate the type of mailings desired. Those codes are explained below;

         All County Welfare Directors Letters - D
         MEDS Network Information Mailings - M
         IEVS Information Mailings - I

Individuals receiving All County Welfare Directors Letters are coded with a "D" in the center column. "M" is entered for any individual who receives MEDS Network mailings. "I" is entered for individuals receiving IEVS mailings including IEVS Bulletins and ACWD Letters pertaining to IEVS. A person who receives only ACWD letters is entered as "D--". A person who is on the MEDS Network mailing list and who is to receive both ACWD letters and MEDS mailings is entered as "DM-".

2. **Position Information**

Asterisks to the left of the proper position title indicate the positions held by each person on the county contact list. For some names and addresses there may be no applicable position.

Following are brief descriptions of each position title used in the address list.

Welfare Director: The Director of the County Welfare Department.

County Administrative Officer: The Administrative Officer for the county.

Medi-Cal Eligibility Liaison: The staff person designated to maintain primary contact with the Department of Health Services (DHS), Medi-Cal Eligibility Branch (MEB) regarding program and policy concerns.

Medi-Cal Corrective Action Liaison: The staff person designated to maintain primary contact with MEB regarding QC errors/corrective action.

MEDS Network Medi-Cal, Food Stamp, and AFDC Coordinator: The primary contact between the DHS and the county MEDS/Network CDB operations in the welfare department. The county may have separate coordinators for the three program areas: AFDC, Food Stamps and Medi-Cal. The primary coordinator(s) is/are responsible for receiving, interpreting, and disseminating MEDS Network/CDB information to appropriate county staff. The alternate

MEDS Network Coordinator(s) assumes the responsibilities of a primary MEDS Coordinator in his/her absence. Counties may have more than one alternate Coordinator.

MEDS Network
Electronic
Data Processing
Coordinator:
A county staff person responsible for Electronic Data Processing system operation or development related to MEDS Network/CDB.

MEDS Network Security
Coordinator:
The staff person responsible for coordination with the DHS on MEDS Network/CDB security, including requesting password changes and establishing the levels of MEDS Network/CDB access and update capability of county personnel.

IEVS Program
Contact:
IEVS Program Contact is responsible for the planning, coordination, and implementation of IEVS in the county. He/She is the primary contact for all programs within the county.

IEVS Electronic
Data Processing
Contact:
The IEVS Electronic Data Processing Contact is responsible for all Electronic Data Processing related issues/questions in the county pertaining to IEVS. He/She is the primary contact in the county on IEVS-DP related issues.

IEVS User Group:
A committee consisting of representatives of the Departments of Health Services and Social Services, and various county representatives. This committee identifies the most effective ways to process IEVS data, insures consistency and compliance to state and federal procedures and participates in the development and revision of statewide IEVS procedures.

Following are abbreviations for these position titles:

AFDC Liaison - AFDC

Food Stamp Liaison - FS

Electronic Data Processing Coordinator - EDP

IEVS Program - Prog

IEVS User Group - UG

Medi-Cal Liaison - MC

Security Coordinator - Security

Position titles _may sometimes_ be described by codes listed to the right of
the position titles. These codes are described below:

Primary Coordinator - P

Alternate Coordinator - A

3. Updating the Mailing Address List

Changes to the mailing address list should be submitted immediately, as
they occur, either in writing or via MEDS Network Electronic Mail to:

> Department of Health Services
> Medi-Cal Eligibility Branch (MEB)
> 714 P Street, Room 1650
> Sacramento, CA 95814
> Attn: Bonnie Kinkade
> (916) 445-1912
> Mail ID: HDBKINK

If you have any questions regarding this letter, please contact your
Medi-Cal Eligibility Branch MEDS Network Liaison.

Sincerely,

Original signed by

Frank S. Martucci, Chief
Medi-Cal Eligibility Branch

Attachments

cc: MEDS Network Coordinators
    Medi-Cal Liaisons
    EDP Coordinators
    IEVS Liaisons

Expiration Date: December 15, 1989